

~~DDA~~ 807-87 - Subject

ROUTING AND TRANSMITTAL SLIP

Date

18 DEC 87

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. C/CMS/DA

2.

3.

4.

5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

#1 - FOR ACTION: PLEASE PREPARE RESPONSE

FOR DDA SIGNATURE.

SUSPENSE: 25 JANUARY 1987

DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

EXA/DDA

Phone No.

5041-102

★U.S.GPO:1986-0-491-247/20047

OPTIONAL FORM 41 (Rev. 7-76)
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DS&T-807/87

15 DEC 1987

MEMORANDUM FOR: Deputy Director for Administration

FROM: R. E. Hineman
Deputy Director for Science and Technology

SUBJECT: Request for Nominations to DS&T Career
Development Course No. 34

Bill —

1. You are invited to submit nominees for the 34th DS&T Career Development Course which is scheduled to be conducted from 21 March through 17 June 1988. As you are aware, the course is intended for officers in the middle grades, GS-12 through GS-15, who have been identified as having potential for advancement to senior positions. A copy of the course purpose is attached for your information.

2. To be eligible for the course, nominees must have shown sustained strong performance in a professional position as well as demonstrated the potential for advancement. These officers should be ranked as either Category I or be within the top 20 percent of Category II.

3. Nominees should have a minimum of five years of Agency service and should have a future career expectancy of at least 10 years.

4. Experience has shown that the individuals who benefit most from the course are those who:

Have a background in or strong interest in science and technology;

Are receptive to career-broadening training and have expressed interest in the CDC;

Are good group participants.

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SUBJECT: Request for Nominations to the DS&T Career Development Course No. 34

You are encouraged to consider minority and female officers who meet the qualifications and would benefit from the course.

5. The Directorate of Administration is invited to submit one primary candidate and one alternate for CDC-34. For each candidate please submit one copy each of a nominating statement which includes their ranking, and if possible, a current secure telephone number, a current biographic profile, and the two most recent PARs to:

[Redacted]

Director, DS&T Career Development Course
6E40 Headquarters

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The deadline for submissions is 25 January 1988.

6. If you have questions regarding candidate selection or about the course itself, please call [Redacted] Course Director [Redacted] Career Development Secretary, on [Redacted]

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[Redacted]

R. E. Hineman

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Attachment:
As stated

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SUBJECT: Request for Nominations to the DS&T Career
Development Course No. 34

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DS&T/CDC: 15 Dec 87)

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DDS&T CAREER DEVELOPMENT COURSE
(Advanced Intelligence Sabbatical)

Purpose

To provide a thirteen week period away from the day-to-day work environment for the study of:

1. The offices in the Directorate of Science and Technology, including their missions, functions, operating procedures, and relationships with each other and consumers.
2. The Directorates of Intelligence, Operations, and Administration.
3. Other organizations that comprise the Intelligence Community.
4. The intelligence process including the interrelated roles of collectors, producers and support elements as well as the coordination of their activities.
5. The consumers of intelligence information, including their needs and the ways in which they utilize intelligence products.
6. The role of the Intelligence Community in policymaking activities and the mechanisms guiding and overseeing the Community.
7. Some of the major, current issues confronting the Intelligence Community.
8. The technology being applied to intelligence collection and processing, and the research and development process producing that technology.
9. The management principles and techniques applied by senior management both within and outside of the Agency.